



FOREIGN AFFAIRS MANUAL

VOLUME 1 – Organization and Functions

Transmittal Letter: ORG-104

Date: June 30, 2001

1 FAM 010, AUTHORITY, RESPONSIBILITY, AND ORGANIZATION AND 1 FAM 020, THE SECRETARY OF STATE

MAJOR CHANGES

1. On May 9, 2001, the National Security Council advised USG Departments and agencies that President George W. Bush had approved new language for his Presidential letter of instruction to the chiefs of missions (1 FAM 013 Exhibit 013.2).

2. In 1 FAM 015, there is new guidance for establishing deputy and/or assistant chief positions. The new guidance more clearly defines roles and responsibilities of all parties involved in the process of requesting, advising, and approving the establishment of deputy and/or assistant chief positions.

3. In 1 FAM 020, the symbol of the Executive Secretariat is changed from S/S to S/ES effective June 30, 2001. Additionally, 1 FAM 022.6, Special Middle East Coordinator (S/SMEC) has been deleted per Secretary Powell's order and subsequent sections have been renumbered accordingly. The functions of S/SMEC have been assumed by the NEA Bureau.

4. Minor editorial changes have been made throughout both subchapters.

5. Under the Foreign Affairs Reform and Restructuring Act of 1998, Public Law 105-277, the functions of the U.S. Information Agency related to international broadcasting are transferred to the Broadcasting Board of Governors. Accordingly, all provisions of the FAM previously applicable to USIA continue in effect with respect to the BBG until further notice.

6. Revisions since the last update appear in italics. The italics will be removed the next time the material is updated. Only current changes will appear in italics. Italics provide a historical record of changes.

7. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental *Foreign Affairs Handbook* series generally have no regulatory validity [see 2 FAM 1115.2].

FILING INSTRUCTIONS (Paper Copies)

1. Remove and destroy the text of the old 1 FAM subchapter 010 (issued under TL:ORG-82 dated 12-01-1999; 18 pages total) and accompanying exhibits and replace them with the attached revised subchapter 010 and exhibits (25 pages total).

2. Remove and destroy the text of the old 1 FAM subchapter 020 (issued under TL:ORG-62 dated 01-31-1995; 7 pages total) and Exhibit 021.2 and replace them with the attached revised subchapter 020 and exhibit (15 pages total).

3. After inserting the material in the binder, insert this transmittal letter immediately following the TL Checklist, then fill in the entry line for TL:ORG-104, and initial.

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(S/ES and M/P)